

# APPOINTMENTS COMMITTEE MEETING

## Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
Councilor Tracy Shaughnessy  
Councilor Eric Steinhilber  
Councilor David Bogan  
Councilor Paul C. Neary

August 17, 2021 4:45pm  
**MEETING MINUTES**

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Chair of Committee, Councilor Jessica Rapp Grassetti opened the meeting via Zoom link at 4:46pm, Chair announced that everyone was participating remotely via a zoom link.

Roll Call was taken by Town Council Administrative Assistant, Kelly Crahan

**In attendance:** Chair of Committee Councilor Jessica Rapp Grassetti; Councilor David Bogan; Councilor Eric Steinhilber; Councilor Tracy Shaughnessy; and Councilor Paul Neary

**Chair of Committee asked if there was anyone for Public Comment:**

**Public:** Councilor Kris Clark and Mark Hansen

**Public Comment:** All just listening and viewing

**Response to Public Comment:** None

### I. BUSINESS:

Interview the following candidates:

**Human Services Committee:** Elizabeth Rabideu (Application and resume below below)

**Town of Barnstable**  
Application Form  
Board/Commission/Committee Application Form

Name: (Sara) Elizabeth Rabideu Address: 13 Spring St, Hyannis, MA 02601  
Mailing Address: PO Box 104, Hyannis MA 02601 E-mail: 1270601@comcast.net  
Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 508-737-2774  
Educational Background: - See attached resume -  
Work Experience: - See attached resume -  
Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

**REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.**

Please check (not more than five) of interest:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Airport Commission                                | <input type="checkbox"/> Elderly & Disabled Taxation Aid Committee                   | <input type="checkbox"/> Old Kings Hwy Historic District Commission |
| <input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee | <input type="checkbox"/> Golf Committee  | <input type="checkbox"/> Planning Board                             |
| <input type="checkbox"/> Board of Assessors                                | <input type="checkbox"/> Historical Commission                                       | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Board of Health                                   | <input type="checkbox"/> Housing Committee   | <input type="checkbox"/> Sandy Neck Board                           |
| <input type="checkbox"/> Cable TV Advisory Committee                       | <input checked="" type="checkbox"/> Human Services Committee                         | <input type="checkbox"/> Scholarship Committee                      |
| <input type="checkbox"/> Community Preservation Committee                  | <input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission | <input type="checkbox"/> Shellfish Advisory Board                   |
| <input type="checkbox"/> Comprehensive Financial Advisory Committee        | <input type="checkbox"/> Infrastructure & Energy Committee                           | <input type="checkbox"/> Trust Fund Advisory Board                  |
| <input type="checkbox"/> Conservation Commission                           | <input type="checkbox"/> Jane Eshbaugh Community Service Award Committee             | <input type="checkbox"/> Water Quality Advisory Committee           |
| <input type="checkbox"/> Council on Aging                                  | <input type="checkbox"/> JFK Memorial Trust Fund                                     | <input type="checkbox"/> Waterways Committee                        |
| <input type="checkbox"/> Cultural Council (Mid-Cape)                       | <input type="checkbox"/> Land Acquisition & Preservation Committee                   | <input type="checkbox"/> Youth Commission (high school students)    |
| <input type="checkbox"/> Disability Commission                             | <input type="checkbox"/> Licensing Authority   | <input type="checkbox"/> Zoning Board of Appeals                    |

Signature \_\_\_\_\_

Date 8/13/21

**NOTE: Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4770. Or attach your application and email to [Cynthia.lovell@town.barnstable.ma.us](mailto:Cynthia.lovell@town.barnstable.ma.us) Additional documents (letter of interest & resume) should be included as well. Please apply at all times even if a vacancy does not exist, as the membership changes often. If there are no current vacancies in your choice of appointment, your application will be kept on file for 2 years for future reference.**

Rev 05/17/19

August 13, 2021

(Sara) Elizabeth Rabideau  
13 Spring Street  
Hyannis, MA 02601

Barnstable Town Council  
Barnstable Town Council Office  
367 Main Street  
Hyannis, MA 02601

To whom it may concern;

I am interested in serving on the Human Services committee of the Town of Barnstable. As a 22-year resident of the town of Barnstable, a business owner for 15 years with offices in West Barnstable and Hyannis, and an active volunteer and employee at several nonprofit agencies I have always had a keen interest in the health and safety of our residents. Much of my work, particularly at the YMCA Cape Cod, Cape Cod Child Development, The Cape Cod Center for Women and, my current work at, Community Connections, has given me insight to the needs of many families and individuals especially those who are most vulnerable. My work has always involved identifying our community needs and guiding an organization to work toward meeting those needs.

Working for the health and well-being of the residents of Barnstable is an ongoing priority for me. I would like to add my passion for seeking solutions to the challenges in our community to the Human Services Committee of the Town of Barnstable.

Please see my application and resume attached. If you need to reach me to answer and questions feel free to contact me through email or my cell phone.

Sincerely,



Liz Rabideau  
c. 508-737-2734  
e. lizr0601@comcast.net

## Resume

Liz Rabideau (aka Sara Elizabeth)  
13 Spring St □ Hyannis MA 02601  
lizr0601@comcast.net □ 508-737-2734

### Professional Experience

**Community Connections Inc**, South Yarmouth, MA July 2020-present

**Director of New Business Development and Community Relationships**

- Develop, plan and execute all new business strategies to bring in unrestricted funds to support the organization's mission
- Manage all aspects of communications, marketing, fundraising and community involvement
- Oversee all operations, communications, and fundraising of, the all-volunteer program, Flower Angels

**LCR Strategies**, Hyannis, MA March 2015-present  
**Business & Non-Profit Consultant**

- • Work with business owners, boards of directors and staff to understand and assess their current financial, strategic and operational situations
- • Develop a tailored roadmap for each client that addresses their current challenges and to guide their future growth and strengthen their business or organization
- • Imbed in organization to further understand the challenges and to effectively implement changes to ensure success
- • Clients include: Bayside Mattress Factory, Speedreading People, LLC, Cape Cod Challenger Club, Lower Cape TV

**Cape Cod Maritime Museum, Hyannis, MA August 2018-July 2020**

***Executive Director***

- • Managed and stabilized operational structure including working with staff and managed group dynamics, financial management, grant management, hiring and firing of staff, facility management and Board of Director management
- • Led Board in reviewing, revising, updating and implementing museum policies and documents including Strategic Plan, Operational Plan, Bylaws, Emergency Plan, Board Manual, and Employee Manual
- • Adopted an entrepreneurial approach to create new museum programs to increase market awareness and member/visitor engagement.

**Cape Cod Center for Women, Falmouth, MA Nov 2016-Sept 2018**

***Interim Executive Director***

- • Oversaw and supervised senior management team to ensure consistency and compassionate services for clients
- • Lead and managed the organization through the closing of the agency and dissolution of the organization

Cape Cod Child Development, Hyannis, MA July - February 2015

Director of Development and Communications

- Develop and execute organization's communication, grant writing, annual fundraising and annual appeal
- Represent the agency through participation on boards, committees and task forces as well as engage in community events in order to spread the message and mission of the agency

**Rabideau Media Group LLC, Hyannis, MA 1999-2014**

***Owner/Associate Publisher***

- • Publications included: Cape Cod Magazine, South Shore Living, Chatham Magazine, Cape Cod Guide, Cape Cod Parent & Child, The Arts and Antiques Handbook; all with companion websites
- • Managed day-to-day activities and directed the mission and strategy of the company to reach specific company goals, in partnership with co-owner.
- • Worked actively with the community and non-profit organizations to enhance their missions and visibility through strategic partnerships with Rabideau Media Group as well as to increase our brand awareness

Education

**UMass Boston, Boston, MA 2014-2015**

McCormack School of Public Policy

Gender, Leadership and Public Policy Graduate Certificate Program

**Fairfield University, Fairfield, CT 1988-1990**

Certificate in Graphic Design

**University of Michigan, Ann Arbor, MI 1982-1985**

Bachelor of Arts – Sociology

Community Involvement

**YMCA Cape Cod, Chair of the Board, 50th Anniversary Committee, West Barnstable MA**

**Cape Cod Women & Girls Fund: A Fund of the Cape Cod Foundation, Co-founder, Co-Chair,**  
 Capewide  
**Cape Women's Coalition,** Past Chair, Capewide, 2015 to present  
**Cape Cod & Island Commission on the Status of Women,** Past Chair, Capewide, 2016-present  
**WE CAN of Cape Cod,** *Mentor 2013/14, 2015/16 Pathmakers Program,* Work Support volunteer 2016-present, Harwich MA  
**NAMI of Cape Cod and Islands,** *Past Co-Chair, Board Member,* Capewide, 2016 to 2018  
**St. Mary's Church,** *Past Vestry Member,* Barnstable, MA  
**Barnstable School District,** *Past Member School Council; BWB, Middle School & High School, Member of 8th Grade Transition Advisory Board,* Hyannis, MA  
**Community Leadership Institute,** *Past Board Member, Secretary & Vice President –* Cape Cod  
**Cape Cod Community College Educational Foundation,** *Past Board Member,* West Barnstable, MA

**Disability Commission: Warren Rutherford**

**Town of Barnstable  
 Application Form  
 Board/Commission/Committee Application Form**

Name: Warren J. Rutherford Address: 251 Olde Homestead Drive

Mailing Address: Marstons Mills, MA 02648 E-mail: rutherfordw@comcast.net

Telephone: (H) \_\_\_\_\_ (W) 508-778-7700 (Cell) 508-367-4825

Educational Background: B.A. Political Science, M.P.A. Public Administration

Work Experience: Owner - The Executive Suite

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

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Please check (not more than five) of interest:

<input type="checkbox"/> Airport Commission	<input type="checkbox"/> Elderly & Disabled Taxation Aid Committee	<input type="checkbox"/> Old Kings Hwy Historic District Commission
<input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee	<input type="checkbox"/> Golf Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Housing Committee	<input type="checkbox"/> Sandy Neck Board
<input type="checkbox"/> Cable TV Advisory Committee	<input type="checkbox"/> Human Services Committee	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission	<input type="checkbox"/> Shellfish Advisory Board
<input type="checkbox"/> Comprehensive Financial Advisory Committee	<input type="checkbox"/> Infrastructure & Energy Committee	<input type="checkbox"/> Trust Fund Advisory Board
<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Jane Eshbaugh Community Service Award Committee	<input type="checkbox"/> Water Quality Advisory Committee
<input type="checkbox"/> Council on Aging	<input type="checkbox"/> JFK Memorial Trust Fund	<input type="checkbox"/> Waterways Committee
<input type="checkbox"/> Cultural Council (Mid-Cape)	<input type="checkbox"/> Land Acquisition & Preservation Committee	<input type="checkbox"/> Youth Commission (high school students)
<input checked="" type="checkbox"/> Disability Commission	<input type="checkbox"/> Licensing Authority	<input type="checkbox"/> Zoning Board of Appeals

Signature:  Date: 8.9.2021

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Rev 05/17/19

Town of Barnstable  
Application Form

21 JUL 20 11:31  
Barnstable Town Council

Board/Commission/Committee Application Form

Name: JOHN LUNDBORN Address: 185 STEVENS ST HYANNIS

Mailing Address: \_\_\_\_\_ E-mail: LUNDBORN1@9mail.com

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 509-246-8170

Educational Background: BS, MS, FBI Leads, Cert. Forensic Counselor.

Work Experience: 25 YRS POLICE, 4 YEARS CASE MGT, INSPECTOR 3 YRS POL LIAISON

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

2017 - NOBODY FOLLOWED UP TO MY APPLICATION

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please check (not more than five) of interest:

- Airport Commission
- Appeals, Hyannis Main Street Waterfront Committee
- Board of Assessors
- Board of Health
- Cable TV Advisory Committee
- Community Preservation Committee
- Comprehensive Financial Advisory Committee
- Conservation Commission
- Council on Aging
- Cultural Council (Mid-Cape)
- Disability Commission
- Elderly & Disabled Taxation Aid Committee
- Golf Committee
- Historical Commission
- Housing Committee
- Human Services Committee
- Hyannis Main Street Waterfront Historic District Commission
- Infrastructure & Energy Committee
- Jane Eshbaugh Community Service Award Committee
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- Land Acquisition & Preservation Committee
- Licensing Authority
- Old Kings Hwy Historic District Commission
- Planning Board
- Recreation Commission
- Sandy Neck Board
- Scholarship Committee
- Shellfish Advisory Board
- Trust Fund Advisory Board
- Water Quality Advisory Committee
- Waterways Committee
- Youth Commission (high school students)
- Zoning Board of Appeals

John Lundborn  
signature

7/9/2021  
Date

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**Golf Committee: Eric Schaefer**

**Town of Barnstable**

**Application Form**

**Board/Commission/Committee Application Form**

Name: Eric Schaefer Address: 44 Screecham Way, Cotuit

Mailing Address: Same E-mail: plschaefer@aol.com

Telephone: (H) 508-428-0956 (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Educational Background: BS

Work Experience: 46 years sales, marketing V.P.

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the

past? Yes  No  If yes, please when & which committee: ~4 yrs ago: golf committee

**REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.**

Please check (not more than five) of interest:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Airport Commission                                | <input type="checkbox"/> Elderly & Disabled Taxation Aid Committee                   | <input type="checkbox"/> Old Kings Hwy Historic District Commission |
| <input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee | <input checked="" type="checkbox"/> Golf Committee                                   | <input type="checkbox"/> Planning Board                             |
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| <input type="checkbox"/> Council on Aging                                  | <input type="checkbox"/> JFK Memorial Trust Fund                                     | <input type="checkbox"/> Waterways Committee                        |
| <input type="checkbox"/> Cultural Council (Mid-Cape)                       | <input type="checkbox"/> Land Acquisition & Preservation Committee                   | <input type="checkbox"/> Youth Commission (high school students)    |
| <input type="checkbox"/> Disability Commission                             | <input type="checkbox"/> Licensing Authority   | <input type="checkbox"/> Zoning Board of Appeals                    |

Eric Schaefer  
Signature

6/24/2021  
Date

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Rev 05/17/19

**Housing Committee; Planning Board; Water Quality; Zoning Board of Appeals: Jason Potteiger:**

**Town of Barnstable**  
**Application Form**  
**Board/Commission/Committee Application Form**

Name: JASON PRIEST POTTEIGER Address: 256 TOWER HILL RD, OSTERVILLE

Mailing Address: \_\_\_\_\_ E-mail: JPOTTEIGER@gmail.com

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 603 760 8935

Educational Background: BS GOVERNMENT, SUFFOLK UNIVERSITY

Work Experience: 5 YEARS MARKET RESEARCH, 5 YEARS TECHNOLOGY (CURRENT)

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

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- |  |  |  |
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Jason Potteiger  
 Signature

7/18/2021  
 Date

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Planning Board: Tim O'Neill (Letter of Interest, Resume, and Application below)

Tim O'Neill  
1166 Old Post Rd, Cotuit, MA 02635  
Cell: 508-367-6784  
Oneill.t@gmail.com  
3/10/2020

To Whom It May Concern,

I would like to volunteer for the position of Board Member with the Town of Barnstable Planning Board. I am an active community member with a background in construction and land planning and would love the opportunity to serve both the town and the board.

I am a construction project manager by profession and have work experience in many different types of projects ranging from commercial & federal government construction, market rate multifamily housing developments, affordable housing developments, large master planned mixed use developments and associated land planning, as well as luxury residential construction here on Cape Cod. In addition to my experience in construction and project planning I served on the Town of Sandwich Zoning Board of Appeals from March 2017 - December 2019 as an alternate member for 9 months and the remainder as a full member. During my time serving the board we reviewed many applications for variances, special permits, 40B housing developments and appeals of the building inspector. We also weighed in on select new cluster zoning development projects in conjunction with Sandwich's Planning Board. In December 2019 we sold our home in Sandwich and moved to our new residence in Cotuit; and at that time, I had to resign from the Board of Appeals. I would be thrilled to have the opportunity to serve on Barnstable's Planning Board and put my knowledge I have gained from my work experience and my time serving on Sandwich's Zoning Board to use.

I am confident you'll find me a good fit for your needs as a member of the Planning Board. Please contact me by phone or email at a convenient time for any follow up discussion or if you have any questions. I look forward to hearing from you and thank you so much for your time.

Sincerely,

Tim O'Neill

**Tim O'Neill**  
P.O. Box 112  
Barnstable, MA 02630  
(508) 367-6784  
ONEILL.T@gmail.com

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## WORK EXPERIENCE

**E.B. Norris & Son, Inc.**  
*Project Manager*

**Osterville, MA**  
*September 2017 - Current*

- Maintained primary contact with clients, architects, engineers, and subcontractors to facilitate design and construction activities on luxury residential and historic restoration projects. Contact is maintained from inception through design, permitting, construction, and completion.

- Created, managed, and modified construction schedules through the life of various projects. Outlined construction sequencing, critical path method, project permitting, closeouts, and design deadlines. Implement schedules with vendors, consultants, and project stakeholders.
- Developed and maintained project budgets, budget outlooks, and cost guidelines for clients. Prepared project payment requisitions, and followed through with clients and accounting to ensure payment completion.
- Represented and lead project teams for regulatory hearings such as local Conservation, Historic, Board of Health, & Zoning Board of Appeals as well as collaborated with team members for permitting with Cape Cod Commission, Massachusetts State Historic Commission, and National Park Service.

**The Valle Group, Inc.**

**East Falmouth, MA**

*Project Manager/Supervisor*

*December 2014 - September, 2017*

- Oversaw daily construction operations for a large condo and housing development, as well as a mixed-use commercial building with restaurant in Plymouth, MA
- Scheduled, budgeted, and managed construction of 120+ housing units and condos from insulation to completion. Responsible for project execution of insulation on, which included interior finishes, trim outs, hardscape and landscape, final inspections, closeout, and turnover.
- Collaborated with fellow project manager and team members to facilitate all phases of construction from lot clearing through foundation, framing, and utility and mechanical installations.

**Williams Building Company, Inc.**

**West Yarmouth, MA**

*Project / Field Engineer*

*November 2013 – December 2014*

- Worked on day-to-day management of several projects of varying nature including: federal, institutional, healthcare and multi-family construction projects.
- Created, managed and closed out punch lists, RFI's, submittals, as-builts and close out documents on federal construction projects for VA Hospitals and Naval facilities.

**EDUCATION**

**Wentworth Institute of Technology**

**Boston, MA**

*Bachelor of Science in Construction Management*

*Graduated August, 2013*

- Relevant Coursework: Project Management, Scheduling, Surveying, Materials Testing and Quality Control, Wood and Steel Design, Concrete Design, Construction Safety & Risk Management, Construction Law & Government Regulations

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**SKILLS & CERTIFICATIONS**

- Sage Timberline / Prolog Converge
- On-Screen Takeoff / Blue Beam
- Primavera-P6 Scheduling Software
- AutoCAD 2010
- Microsoft Project/Excel/Visio
- Field Surveying Equipment
- OSHA-10 & 30 Hour Construction
- Massachusetts CSL / Unrestricted Valid until 2022
- Sandwich Zoning Board of Appeals – Full Member 2017-2020

Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
 Councilor Tracy Shaughnessy  
 Councilor Eric Steinhilber  
 Councilor David Bogan  
 Councilor Paul C. Neary

August 17, 2021 4:45pm

MEETING MINUTES

**Town of Barnstable**  
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 Board/Commission/Committee Application Form

Name: Tim O'Neill Address: 1166 Old Post Rd, Cotuit, 02635  
 Mailing Address: P.O. Box 112, Barnstable 02630 E-mail: oneill.t@gmail.com  
 Telephone: (H) \_\_\_\_\_ (W) 508-375-5465 (Cell) 508-367-6784  
 Educational Background: B.S. - Construction Management - Wentworth  
 Work Experience: 8 Years - Construction Project Management  
 Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

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| <input type="checkbox"/> Disability Commission                             | <input type="checkbox"/> Land Acquisition & Preservation Committee                   | <input type="checkbox"/> Zoning Board of Appeals                    |
|  | <input type="checkbox"/> Licensing Authority   |   |

\_\_\_\_\_  
 Signature Date

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Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
 Councilor Tracy Shaughnessy  
 Councilor Eric Steinhilber  
 Councilor David Bogan  
 Councilor Paul C. Neary

August 17, 2021 4:45pm

MEETING MINUTES

**Planning Board:** Jeanne Morrison

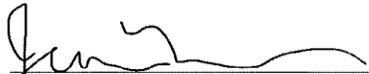
Town of Barnstable  
 Application Form  
 Board/Commission/Committee Application Form

Name: Jeanne Morrison Address: 7 Costal lane Hyannis  
 Mailing Address: Same E-mail: Jeanne137@verizon.net  
 Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 774-487-0287  
 Educational Background: M.Ed./Counseling  
 Work Experience: Retired Massachusetts Bay Transportation Authority, Assistant General Mngr.  
 Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: Currently on the Barnstable Human Rights Advisory Commission

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please check (not more than five) of interest:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Airport Commission                                | <input type="checkbox"/> Elderly & Disabled Taxation Aid Committee                   | <input type="checkbox"/> Old Kings Hwy Historic District Commission |
| <input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee | <input type="checkbox"/> Golf Committee  | <input checked="" type="checkbox"/> Planning Board                  |
| <input type="checkbox"/> Board of Assessors                                | <input type="checkbox"/> Historical Commission                                       | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Board of Health                                   | <input type="checkbox"/> Housing Committee   | <input type="checkbox"/> Sandy Neck Board                           |
| <input type="checkbox"/> Cable TV Advisory Committee                       | <input type="checkbox"/> Human Services Committee                                    | <input type="checkbox"/> Scholarship Committee                      |
| <input type="checkbox"/> Community Preservation Committee                  | <input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission | <input type="checkbox"/> Shellfish Advisory Board                   |
| <input type="checkbox"/> Comprehensive Financial Advisory Committee        | <input type="checkbox"/> Infrastructure & Energy Committee                           | <input type="checkbox"/> Trust Fund Advisory Board                  |
| <input type="checkbox"/> Conservation Commission                           | <input type="checkbox"/> Jane Eshbaugh Community Service Award Committee             | <input type="checkbox"/> Water Quality Advisory Committee           |
| <input type="checkbox"/> Council on Aging                                  | <input type="checkbox"/> JFK Memorial Trust Fund                                     | <input type="checkbox"/> Waterways Committee                        |
| <input type="checkbox"/> Cultural Council (Mid-Cape)                       | <input type="checkbox"/> Land Acquisition & Preservation Committee                   | <input type="checkbox"/> Youth Commission (high school students)    |
| <input checked="" type="checkbox"/> Disability Commission                  | <input type="checkbox"/> Licensing Authority   | <input type="checkbox"/> Zoning Board of Appeals                    |

  
 \_\_\_\_\_  
 Signature

8/12/2021  
 \_\_\_\_\_  
 Date

**NOTE:** Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4770. Or attach your application and email to [Cynthia.lovell@town.barnstable.ma.us](mailto:Cynthia.lovell@town.barnstable.ma.us) Additional documents (letter of interest & resume) should be included as well. Please apply at all times even if a vacancy does not exist, as the membership changes often. If there are no current vacancies in your choice of appointment, your application will be kept on file for 2 years for future reference.

Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti
Councilor Tracy Shaughnessy
Councilor Eric Steinhilber
Councilor David Bogan
Councilor Paul C. Neary

August 17, 2021 4:45pm

MEETING MINUTES

Planning Board: AnnMarie Edwards

Town of Barnstable
Application Form

Board/Commission/Committee Application Form

Osterville, MA

Name: AnnMarie Edwards Address: 38 Old East Osterville Rd.
Mailing Address: PO Box 931, Osterville MA E-mail: Annmarie.edwards@outlook.com
Telephone: (H) 508-380-2910 (W) (Cell)

Educational Background: BSBA Northeastern University, Boston, MA

Work Experience: Vpot Mortgage Lending, Guaranteed Rate

Are you a resident and registered to vote in the town of Barnstable? Yes [checked] No [ ] Have you applied in the past? Yes [ ] No [checked] If yes, please when & which committee:

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please check (not more than five) of interest:

- Checkboxes for various committees: Airport Commission, Appeals, Hyannis Main Street Waterfront Committee, Board of Assessors, Board of Health, Cable TV Advisory Committee, Community Preservation Committee, Comprehensive Financial Advisory Committee, Conservation Commission, Council on Aging, Cultural Council (Mid-Cape), Disability Commission, Elderly & Disabled Taxation Aid Committee, Golf Committee, Historical Commission, Housing Committee, Human Services Committee, Hyannis Main Street Waterfront Historic District Commission, Infrastructure & Energy Committee, Jane Eshbaugh Community Service Award Committee, JFK Memorial Trust Fund, Land Acquisition & Preservation Committee, Licensing Authority, Old Kings Hwy Historic District Commission, Planning Board (checked), Recreation Commission, Sandy Neck Board, Scholarship Committee, Shellfish Advisory Board, Trust Fund Advisory Board, Water Quality Advisory Committee, Waterways Committee, Youth Commission (high school students), Zoning Board of Appeals.

Signature: [Handwritten Signature]

Date: 8/15/2021

NOTE: Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4770. Or attach your application and email to Cynthia.lovell@town.barnstable.ma.us Additional documents (letter of interest & resume) should be included as well. Please apply at all times even if a vacancy does not exist, as the membership changes often. If there are no current vacancies in your choice of appointment, your application will be kept on file for 2 years for future reference.

Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
 Councilor Tracy Shaughnessy  
 Councilor Eric Steinhilber  
 Councilor David Bogan  
 Councilor Paul C. Neary

August 17, 2021 4:45pm

MEETING MINUTES

Chair of Committee asked for discussion from the Committee members regarding the interviews conducted tonight, Chair of the Committee has concerns regarding the Planning Board and recommending someone tonight, Councilor Shaughnessy is in favor of putting off the vote on the Planning Board until the September meeting. Councilor Steinhilber also agreed that we should wait until the general public has had a chance to see the vacancy, Councilor Bogan agrees that we should wait a week until the next meeting to see if there are any more applicants interested. Councilor Neary also agreed but had a question regarding the process, and is there a need to fill this right away, is there a quorum issue on the Planning Board. Chair of the Appointments Committee stated they have no quorum issue. Councilor Neary also agreed that if there is no need or quorum issue then we should give the public a chance to see this vacancy and apply. Chair of Committee asked for a roll call vote to hold on the Planning Board recommendation until the September meeting.

Roll Call was taken by Administrative Assistant Kelly Crahan

**Councilor Tracy Shaughnessy**      **Yes**  
**Councilor Eric Steinhilber**      **Yes**  
**Councilor David Bogan**      **Yes**  
**Councilor Jessica Rapp Grassetti**      **Yes**

A motion was made by Councilor Neary to recommend Liz Robideau as a regular member to term expiring 6/2024

This was seconded by Councilor Tracy Shaughnessy

**Councilor Jessica Rapp Grassetti**      **Yes**  
**Councilor David Bogan**      **Yes**  
**Councilor Eric Steinhilber**      **Yes**  
**Councilor Tracy Shaughnessy**      **Yes**  
**Councilor Paul Neary**      **Yes**

A motion was made by Councilor David Bogan to recommend to the full Council Mr. Warren Rutherford to the Disability Commission to a term expiring 6/2024

**Councilor Jessica Rapp Grassetti**      **Yes**  
**Councilor David Bogan**      **Yes**  
**Councilor Eric Steinhilber**      **Yes**  
**Councilor Tracy Shaughnessy**      **Yes**  
**Councilor Paul Neary**      **Yes**

Councilor David Bogan asked that the Zoning Board of Appeals be considered at the September meeting just like the Planning Board, we need to give the Public a chance to see the vacancy on the Zoning Board of Appeals

Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
Councilor Tracy Shaughnessy  
Councilor Eric Steinhilber  
Councilor David Bogan  
Councilor Paul C. Neary

August 17, 2021 4:45pm

MEETING MINUTES

**NEXT MEETING: September 21, 2021**

**ADJOURNMENT:** There being no further business, and upon motion duly made by Chair of Committee asked for a motion to adjourn; Councilor Eric Steinhilber made the motion to adjourn; this was seconded by Councilor Tracy Shaughnessy; Administrative assistant Kelly Crahan took a roll call vote

<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

**Adjourn at 6:54pm.**